

El Monte Safety Committee Quarterly Meeting
April 10, 2002, 1:00-2:00 p.m.
Conference Room 106, El Monte Annex 2

Those who attended: Ronald Waggoner, Raphael Susnowitz, Laurie Rivera, Norma Tiscareno, Martin Cvjetkovic, William Valdez, Annette Hebert, Jack Horrocks, Bill Yates, and Cindy Francisco.

Log 300 Review

There have been five workers compensation claims filed so far this calendar year in El Monte. There was some discussion about cylinder safety. It was suggested that ear plugs in the lab could prevent future injuries from the cylinders' safety vent releases.

2002 Earthquake Drill Report

Attached is the earthquake drill report submitted by Jack Horrocks. The employee notification system in HSL did *not* work. Bill Valdez stated that he would investigate that. Bill Yates requested that information from OES be forwarded to him prior to future drills.

Status of the Purchase of Cordless Phones for Emergencies

The form 5 has been submitted to Procurement, they are waiting for a written justification. Martin Cvjetkovic and Bill Yates will provide the justification.

ARB Nominations for the 2001 Governor's Employee Safety Award

No nominations were received. It should be noted that Bill Yates name was submitted; however, since he has already received the Governor's Employee Safety Award twice, Department of General Services says that he is no longer eligible. We want to acknowledge the good job that Bill does with safety and his work with the Red Cross, especially his efforts at Ground Zero this year.

2001 Safety Inspection Responses

Only Annex 4 2001 Safety Inspection Response has been submitted. Emergency Action Coordinators should submit their responses as soon as possible.

New ASL 02-01 " Motor Vehicle Accident Reporting"

ASL 02-01 has been issued. It includes what to do if involved in a vehicle accident while on state business.

Form Revisions

"Accident Identification" forms (STD. 269) and Vehicle Accident Report (STD. 270) have been revised.

Proposed Proposition 65 Notices

The Property Management Company of Annex 2 has asked to be able to post Prop 65 Notices. Facilities that house state employees are exempt from posting the information; however, since the Dialysis Center is in Annex 2 it is appropriate for them to post the sign. Before they post the sign, Business Services should know what they are warning about (smoke or chemicals within the dialysis center) so they have an answer for inquiring staff.

Flair Park Security & Business Managers' Association Meeting Report

Bill Yates provided a slide presentation of his work at "Ground Zero" in New York at the February meeting. In March, the developer of the mini-mall located off of Aerojet Road and Flair Drive will speak on his plans for the mall.

Business Services Update

Bill Valdez had no items to report on.

Safe Practices in the Field

It was discussed that El Monte field employees are not trained in safe practices. Cindy Francisco suggested that they participate in the Compliance Assistance Training provided by SSD: COURSE #202 - HEALTH AND SAFETY taught by Ed Virgin. Cindy will contact SSD to see if a class can be scheduled in El Monte.

The Next Meeting

The next meeting is scheduled for July 10, 2002 from 1:00-2:00 in Conference Room 106 in Annex 2.

Subject: Earthquake Drill Summary Report

Date: Wed, 03 Apr 2002 14:35:45 -0800

From: jhorrock <jhorrock@arb.ca.gov> Internal

To: Cindy Francisco <cfrancis@arb.ca.gov> , Jack Horrocks <jhorrock@arb.ca.gov> , Bill Yates <wyates@arb.ca.gov> , Mark Fuentes <mfuentes@arb.ca.gov>

An earthquake drill was conducted on April 2 at 1:40 p.m. The drill lasted approximately 30 minutes. The drill plan consisted of a "duck, cover, and hold" order by each of the building coordinators, followed by the order to evacuate to designated locations. When the head counts were made, roughly 15 persons were not accounted for. This prompted rescue teams to return into the buildings to try to locate the missing persons. Each team was accompanied by a first aid member and had available a walkie talkie for communicating with the command post.

Annex I: ASD and IT staff had not evacuated because the building coordinator forgot about the drill. [Greg Binder states that there was no notification over the intercom of the drill commencing. Therefore, he had to listen to the radio for the start, and then physically walk to each cubicle area and announce the drill. This took a considerable amount of time. He did forgot to notify the ASD portion of Annex 1.]

Annex II: Li Yang and Ramon Cabrera were not found. In addition, the Certification unit staff had not been informed of the drill. The staff of the Dialysis Unit (not part of ARB) did not participate in the drill this time.

HSL: There were initially seven persons missing, including three staff from cell 7 who had evacuated to their alternate Annex IV location. However, the Annex IV coordinator did not communicate this to the command center. Richard Ong, Jack Marshall, Natalie (student worker with AQM-South), and Inna Dzhema were among the seven persons reported missing. Jack Marshall was part of the drill and the rescue team found him in room 177 on the first sweep. Inna was not found on the first sweep but was found at her work station on the second sweep. Richard Ong and Natalie were not found on either the first or second sweep.

Annex IV: After hearing the "duck, cover, and hold" announcement, staff was told to evacuate. However, some staff were new employees and remained under their desks for about 10 minutes. The walkie talkies did not work during most of the drill but did finally work toward the end of the drill.

Conclusions:

1. It was found that some staff could not fit under their desks.
2. The walkie talkies should be replaced with cell phones.